



**Kentucky's Affordable Prepaid Tuition
Billing Authorization Form**

Use this form to authorize your beneficiary's higher education institution to bill KAPT for payment of tuition and fees. Submit this completed form to the school by the payment deadline each academic period you want the school to invoice KAPT. The school will not bill KAPT for payment without authorization from you.

1. Account Information

Account Owner's Name: _____

KAPT Account Number: _____

2. Student (Beneficiary) Information

Student's Name: _____

Social Security number: _____

3. Academic Period: _____

4. Billing Amount

Please invoice KAPT for my beneficiary as follows: (check one)

_____ Tuition and mandatory fees charged for the academic period

_____ The following lesser amount: \$ _____

(Keep in mind that if your beneficiary uses more benefits in an academic year than the one-year payout value, your account will be depleted at a faster rate and your benefits may be exhausted in a lesser number of years than anticipated.)

5. Account Owner Signature

By signing below, I certify the following:

- I am authorizing my beneficiary's higher education institution to invoice KAPT for the payment of qualified higher education expenses as indicated above.
- I am authorizing the school to use my beneficiary's Social Security number when invoicing KAPT.
- The amount I have authorized my beneficiary's higher education institution to bill KAPT for tuition and fees plus any residual benefit request or requests I have made do not exceed the total payout value of my account. (For information on your account payout value, please call 1-888-919-KAPT, option 2 or visit www.getKAPT.com.)
- The school's financial aid office has been notified of our intent to use KAPT benefits.

Account Owner Signature

Date

KAPT Account Owner Instructions

- Submit this completed form to the school billing office by the payment deadline for the academic period.
- For any questions regarding your beneficiary's account with the school, please contact the school.
- If you have questions regarding use of your KAPT benefits, please call 1-888-919-KAPT, option 2.

School Instructions

- Please use the KAPT eligibility website, www.prepaidtuition.com, to verify students' eligibility to use KAPT benefits before invoicing KAPT.
- Please do not bill KAPT until after the drop/add deadline each academic period.
- Please see www.prepaidtuition.com for additional information and a sample invoice.
- If you have questions, please call 1-888-919-5278, option 2.